



VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | www.marvinnc.org

PLANNING BOARD MEETING MINUTES

July 16, 2019 – 6:30 pm – Village Hall

AGENDA ITEM

1. Call to Order:

Chairman Jones called the meeting to order at 6:30 p.m.

2. Determine Quorum:

Chairman Jones verified a quorum was present

Board Members Present: John Jones, Paul Cappiello, Kelly Cates, Michael Lavelle, and Mark Peterson

Board Members Absent: Tom Traub and Chris Smith

3. Adoption of the Agenda:

There were no additions or deletions to the agenda.

ACTION: Mark Peterson made a motion to adopted the agenda as presented. The motion passed with a unanimous vote.

4. Public Comment Period:

There was no one signed up to speak.

NEW BUSINESS ITEMS

1. Update on Marvin Gardens Progress:

Rohit Ammanamanchi, Senior Planner/Zoning Administrator gave a brief update that Marvin Gardens is moving forward. Their permits are complete. There would be a Land Development Conference scheduled for July 19, 2019 to finalize the plans prior to receiving their Land Development Permit.

2. Update and Discussion on Resident Survey Timeline:

Mr. Ammanamanchi presented the survey that Council approved at their meeting on July 1, 2019. He stated that the Council made minor changes to the questions at their June 4th meeting. He shared the Scope of Service-Option 1 of the new CCOG contract. *(See attachment #1 and 1.a: Council Survey Amendments and The Scope of Service – Option 1 is hereby attached as reference into these minutes).* Planning Board members agreed to distribute the survey on September 9, 2019 for 30 days and CCOG tabulate the results before October 31.

ACTION: Chairman Jones made a motion to recommend to starting the survey on September 9, 2019 and end on October 7, 2019. The motion passed with a unanimous vote.

3. Update on Commercial Corridor-Conditional District (CC-CD) Application:

Mr. Ammanamanchi reported the applicant had not submitted an application for the proposed Commercial Development on the corner of Bonds Grove Church Rd and Providence Rd but would have it ready by next meeting. The proposed development area would be small offices and retail. The applicant is required to hold a Public Involvement 5 days prior to the Planning Board reviewing the application.

4. Discussion on Text Amendment to Pool in Side Yards and Rear Yards that about Side Yards:

Mr. Ammanamanchi presented his staff report for Planning Board to review and discussed. *(See attachment #2: The Staff Report on Text Amendment to Pool in Side Yards and Rear Yards that about Side Yards is hereby attached as reference into these minutes).*

The Planning Board discussed the Text Amendment to Pool in Side Yards and Rear Yards that about Side Yards in depth. Mr. Cappiello suggested an opening sentence to introduce the requirements for swimming pools in rear yard that about the side yard.

Mr. Ammanamanchi stated that he would make the revisions for Planning Board to review and approve at their next meeting.

5. Discussion on Bike and Pedestrian Grant Application:

Mr. Ammanamanchi stated that the Village of Marvin would be submitting a Bike and Pedestrian Grant. He shared the grant application with the Planning Board *(See attachment #3: The Bike and Pedestrian Grant Application is hereby attached as reference into these minutes).*

Planning Board members suggested reaching out to Marvin Bikers for input.

UNFINISHED BUSINESS ITEMS

1. Discussion and Consideration of Chapter 5 of the Land Use Plan:

The Planning Board Members agreed to table this item until the survey was completed.

ACTION: Michael Lavelle made a motion to table this item until their next meeting. The motion passed with a unanimous vote.

AGENDA ITEMS

1. Review of Action Items:

- Mr. Ammanamanchi will make revisions to the text amendment and bring back to Planning Board for feedback.

2. Board Member Comments:

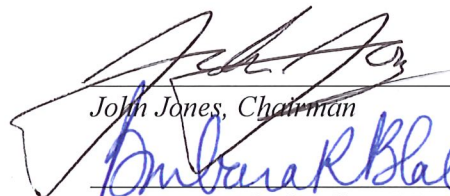

There were no comments.

ADJOURNMENT

ACTION: Chairman Jones made a motion to adjourn the meeting at 7:30 p.m.

Adopted: 11.4.19




John Jones, Chairman

Barbara R. Blackwell, NCCMC
Clerk, Village of Marvin

ADDITIONAL SCOPE OF SERVICES

VILLAGE OF MARVIN COMMUNITY SURVEY

For the project entitled the Village of Marvin Community Survey, Centralina will provide the following services in addition to the CCOG Services Agreement Attachment B:

Option 1:

Qualtrics Survey Tool - \$3,000

1. Convert the draft survey from SurveyMonkey to Qualtrics which provides unique survey code access pins for households (as identified by County Property Tax Records for residential properties) and heat map capabilities for specific survey questions.

Postcard Mailings - \$2,000 – \$2,400

1. Design a 4x6 postcard mailer
2. Create unique survey code(s) per post card
3. Mail postcard to every housing unit in the municipal boundaries of the Village
4. Residential Address Database – Full addresses of households within municipal limits and assigned survey code access pins from Qualtrics Survey.
 - If Village provides full addresses of households within municipal limits. (Name, Street Number, Street Address, and Zip) to CCOG for mailing list. (\$0)
 - If CCOG provides full addresses of households within municipal limits. (Name, Street Number, Street Address, and Zip) (\$400.00)

Time Extension - \$0

1. Extend the Community Survey project through October 31, 2019.

Cost for these additional scope items is: **\$5,400** (*assumes CCOG creates Residential Address Database*)

Option 2:

Time Extension - \$1,000

1. Extend the Community Survey project through October 31, 2019.

Cost for these additional scope items is: **\$1,000**

Marvin Planner

From: Marvin Planner
Sent: Wednesday, June 5, 2019 4:20 PM
To: Marvin Clerk
Subject: Survey amendments

Barbie,

For your record, these were the amendments that Council decided on for the survey, I'm fairly certain I got everything:

Question: Change:

- 8 & 9 change "valuable to me" to "important to you"
- 9. Combine coffee shops/ café into one option
- 9. Remove the "residential above retail" option
- 16. Change "Condos over commercial" to "Residential above Retail"
- 11. Change "Agri-business" to "Agricultural-Related Business"
- 11. Split into two options: "Restaurants" and "Coffee shops/Cafes"
- 11. Highlight (or bold or in some way emphasize) the word "Outside"
- 10. Change "small business, office, retail" to "commercial"
- 11 & 12 Make non-answerable if the survey-taker chooses "No" for #10
- Insert before 13: The exact question #19 from the 2013 survey including pictures
- 21. Change trash cost from "\$300-400" to "1 cent / \$100 valuation" or whatever Christina determines to be the correct amount

**Rohit Ammanamanchi, Planner,
Zoning Administrator
Village of Marvin
704-843-1680
704-993-0172 cell**

Pursuant to North Carolina General Statutes, Chapter 132, et.seq., this electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to requests for review.



VILLAGE OF MARVIN

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TO: Planning Board

FROM: Rohit Ammanamanchi, Senior Planner/Zoning Administrator

SUBJECT: Text Amendment regarding pools in rear yards that abut a side yard

DATE: July 8, 2019

Background

Based on previous comments regarding amendments to the swimming pool ordinance, Staff is proposing a text amendment to remove the CUP process for pools in rear yards that abut a side yard of an adjacent lot when there is sufficient setback. The details of the amendment are provided in the documentation following this memo.

Current

Staff would like to consider recommendations for adjustments of the proposed changes, and present an ordinance change to Village Council at the next meeting.

(E) *Swimming pools.* A swimming pool shall be considered an accessory use.

(1) Swimming pools shall be located in the rear yard or side yard and shall have the following setbacks:

Swimming pool, measured from water's edge	20 feet rear yard 20 feet side yard or the principal structure on the street side
Pool equipment	20 feet side and rear yard
Pool decking	15 feet rear yard 20 feet side yard or the principal structure on the street side
Pool houses, cabanas, and the like	See § <u>151.054</u> (B)

(2) A swimming pool may be located in the side yard provided that the principal structure has a minimum 200-foot front setback and the pool will have a minimum 150-foot side yard setback. Swimming pools to be located in the side yard not meeting the setbacks described herein, shall be subject to a conditional use permit as provided for in § 151.100.

(3) A swimming pool may be located in the rear yard of a lot that abuts a side yard of an adjacent lot provided that the principal structure has a minimum 200-foot front setback and the pool will have a minimum 150-foot side yard setback. Swimming pools to be located in the rear yard of a lot that abuts a side yard of an adjacent lot not meeting the setbacks described herein, shall be subject to a conditional use permit as provided for in § 151.100.

(4) Fencing for all swimming pools shall be subject to § 151.047(B).

(5) Screening for all swimming pools shall be subject to § 151.046(J).

(E) *Swimming pools.* A swimming pool shall be considered an accessory use.

(1) Swimming pools shall be located in the rear yard **or side yard** and shall have the following setbacks:

Swimming pool, measured from water's edge	20 feet rear yard 20 feet side yard or the principal structure on the street side
Pool equipment	20 feet side and rear yard
Pool decking	15 feet rear yard 20 feet side yard or the principal structure on the street side
Pool houses, cabanas, and the like	See § <u>151.054</u> (B)

(2) A swimming pool may be located in the side yard provided that the principal structure has a minimum 200-foot front setback and the pool will have a minimum 150-foot side yard setback. Swimming pools to be located in the side yard not meeting the setbacks described herein, shall be subject to a conditional use permit as provided for in § 151.100.

(3) **A swimming pool may be located in the rear yard of a lot that abuts a side yard of an adjacent lot provided that the principal structure has a minimum 200-foot front setback and the pool will have a minimum 150-foot side yard setback. Swimming pools to be located in the rear yard of a lot that abuts a side yard of an adjacent lot not meeting the setbacks described herein, All swimming pools located on lots where a rear yard abuts a side yard of an adjacent lot shall be subject to a conditional use permit as provided for in § 151.100.**

(4) Fencing for all swimming pools shall be subject to § 151.047(B).

(5) **Screening for all swimming pools shall be subject to § 151.046(J).**

North Carolina Department of Transportation
Application for Bicycle and Pedestrian Planning Grant
Funds - Fall 2019 Call for Proposals

Updated: Submittal Deadline is Friday August 02, 2019

Applicant Information			FOR NCDOT USE ONLY Proposal eligible <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name of Municipality:	Population	County	NCDOT Division	
Municipality agrees to enter into a reimbursement agreement with NCDOT: <input type="checkbox"/> Yes <input type="checkbox"/> No			Municipality is member of: <input type="checkbox"/> MPO <input type="checkbox"/> RPO <input type="checkbox"/> Neither	
Department applying for grant:				
Contact Person:	Title:	Work Phone Number:		
Work Fax Number:	E-mail Address:			
Mailing Address:	City:	State:	Zip Code:	

I certify that the City/Town/County of _____, in applying for Bicycle or Pedestrian Planning Grant funds, attests a commitment to the plan's development, management, financing and completion, and that the completed plan will be submitted to the City/Town/County Council or other approving authority for adoption.

Signature*

Title

Name (printed)

Date

Eligibility Criteria	
Plan Category: <input type="checkbox"/> Bicycle Plan <input type="checkbox"/> Pedestrian Plan <input type="checkbox"/> Bicycle & Pedestrian Plan Municipalities may apply for funding to undertake either a bicycle plan, pedestrian plan or joint bicycle & pedestrian plan in any given fiscal year. Municipalities with a population below 10,000 are eligible to apply for a joint bicycle and pedestrian plan. (Municipalities with a population below 5,000 are also eligible to apply for a project acceleration plan - to apply for this type of plan, please use the Project Acceleration Plan Application.) Counties with population less than 50,000 may apply for a bicycle or pedestrian plan on behalf of incorporated communities and/or unincorporated areas within their jurisdiction.	
Has the City/Town/County Council passed a resolution supporting this application?	<input type="checkbox"/> Yes, attached <input type="checkbox"/> Pending** _____ <div style="text-align: right;">Date anticipated</div>
For municipalities within a Metropolitan Planning Organization (MPO), has the MPO passed a resolution supporting this application?	<input type="checkbox"/> Yes, attached <input type="checkbox"/> Pending** _____ <div style="text-align: right;">Date anticipated</div>
For municipalities within a Rural Planning Organization (RPO), has the RPO passed a resolution supporting this application?	<input type="checkbox"/> Yes, attached <input type="checkbox"/> Pending** _____ <div style="text-align: right;">Date anticipated</div>

*THE SIGNATURE OF AN AUTHORIZED STAFF PERSON (I.E. CITY/TOWN MANAGER, ADMINISTRATOR, ETC.) IS REQUIRED. AFTER COMPLETING THE APPLICATION, PRINT THIS PAGE, OBTAIN THE APPROPRIATE SIGNATURE, SCAN AND SEND AS A SEPARATE ATTACHMENT.

**A RESOLUTION BY THE APPROPRIATE MUNICIPAL GOVERNING BODY AND BY THE MPO, IF APPLICABLE, MUST ACCOMPANY THE APPLICATION, OR MUST BE SUBMITTED PRIOR TO SEPTEMBER 30, 2019 TO BE ELIGIBLE FOR FUNDING. RPO RESOLUTION, IF APPLICABLE, IS HIGHLY ENCOURAGED. PLEASE INDICATE THE DATE YOU ANTICIPATE RECEIVING A PENDING RESOLUTION.

Municipality/County Name:

Narrative Description

In a few short sentences, please provide some general information about your community (unscored question).

1) Please describe the community's vision for improving bicycle AND/OR pedestrian transportation and the realistic and measurable goals that have been set to achieve this vision.

2) What are the reasons the community needs this plan? Consider including discussion and data regarding safety, land use, connectivity, demographics, diverse and special user groups, etc.

3) Provide an overview of the current bicycling AND/OR pedestrian transportation system. Describe facilities currently in place or planned for completion in the next five years. Please provide links to relevant documents or maps, or provide as attachments if not available online.

- Describe the bicycle and/or pedestrian transportation system's strengths and opportunities for improvement.
- Describe the bicycle and/or pedestrian transportation system's weaknesses and barriers to development.

Note: To maximize application score, be sure to answer all parts of the question.

4) What is the current picture of the community's bicycle & pedestrian programs involving education, enforcement, and/or encouragement?

Municipality/County Name:

5) How will having a bicycle and/or pedestrian plan impact the overall quality of life for the community?

- Describe existing/proposed health programs, initiatives or goals and how the plan will contribute to improving community health.
- Describe existing/proposed economic development programs, initiatives or goals and how the plan will contribute to economic growth.

Note: To maximize application score, be sure to answer all parts of the question.

6) List any related municipal, county and/or regional transportation plans and/or bicycle and pedestrian planning activities currently underway or previously undertaken by your community.

- Describe how previously adopted plans have guided local decision making to solve transportation problems.
- Describe the process by which past transportation projects have been implemented in your community.

Note: To maximize application score, be sure to answer all parts of the question.

7) List the name and title/position of the full-time, permanent municipal staff person responsible for project oversight, and any others who will have involvement in plan development. Describe any prior experience these individuals may have in the management, preparation and/or implementation of a bicycle and/or pedestrian plan or other transportation/community planning efforts (provide links where appropriate).

8) How has the community supported bicycle and/or pedestrian programs, policies and projects?

- Describe what elected officials and agency staff have done to support bicycle and/or pedestrian programs, policies and projects? List any bicycle, pedestrian, greenway or open space advisory committees that have been established to advance initiatives.
- Describe what local citizens and advocates have done to support and advance bicycle and/or pedestrian programs, policies and projects? List any community-led advocacy groups that have been established to advance initiatives.

Note: To maximize application score, be sure to answer all parts of the question.

9) Describe how community participation will be incorporated into the planning process.

- What individuals, groups, and/or interests will be represented on the steering committee?
- What is your community engagement strategy for including underrepresented groups in plan development?

Note: To maximize application score, be sure to answer all parts of the question.

10) What resources and partnerships will your community utilize to help facilitate the implementation of your bicycle and/or pedestrian plan?

Project Cost Information

Project Cost Range*: \$	Local Match Percentage*: %	Source(s) of Local Matching Funds (list all applicable):
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*SEE BICYCLE AND PEDESTRIAN PLANNING GRANT INITIATIVE OVERVIEW DOCUMENT FOR TABLES ON COST RANGE AND LOCAL MATCH PERCENTAGES: <https://connect.ncdot.gov/municipalities/PlanningGrants/Pages/Planning-Grant-Initiative.aspx>.

Attachments (via email)

Required:	Optional (if information is available on-line, please list link):
<input type="checkbox"/> Municipal Resolution <input type="checkbox"/> MPO Resolution (if applicable) <input type="checkbox"/> RPO Resolution (if applicable) <input type="checkbox"/> Resume(s) of overseeing staff and other individuals ____ attached <input type="checkbox"/> Map of Municipality <input type="checkbox"/> Letters of Support ____ attached or were sent	<input type="checkbox"/> Copies of previous plans (summaries and/or web links preferred) <input type="checkbox"/> Other Maps <input type="checkbox"/> Other (please identify):

Preparer Information**

Please provide information on the primary person who prepared this application and indicate the municipal department, local agency, consulting firm, or other organization with which they are affiliated.

Agency/Consulting Firm/Organization:

Name of Preparer:	Title:	Work Phone Number:	
Work Fax Number:	E-mail Address:		
Mailing Address:	City:	State:	Zip Code:

** WE ENCOURAGE MUNICIPALITIES TO USE LOCAL STAFF MEMBERS TO COMPLETE THE APPLICATION.

Digital Submittal Information

<p>For more detailed information on completing the application please see the <i>Application Instructions</i> document online at https://connect.ncdot.gov/municipalities/PlanningGrants/Pages/Planning-Grant-Initiative.aspx</p> <p>Application form and relevant documents will be accepted in digital format only and should be emailed to the NCDOT, Division of Bicycle Pedestrian Transportation through Bryan Lopez at balopez@ncdot.gov.</p> <p>Updated Deadline: Applications will be accepted no later than 5:00 pm on August 02, 2019.</p>	<p>Application Packet will be accepted via email <u>ONLY</u></p> <p>Emailing Address:</p> <p>Contact: Bryan Lopez at balopez@ncdot.gov</p> <p>Subject Title: Fall 2019 Planning Grant Initiative Application – Your Municipality/County Name</p> <p>Format: Every effort should be made to convert the completed application form and all scanned files to PDF format</p> <p>Application Package: There is a maximum 25 megabyte application packet size for emailing per municipality</p>
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Commitment for Participation in Implementation Survey Report

If awarded funding, indicate acknowledgment of future participation in survey. See Planning Grant Initiative Program Overview for more information. CHECK HERE ☐